

ADMINISTRATIVE - INTERNAL USE ONLY

17 May 1983

MEMORANDUM FOR: Executive Assistant  
Office of PersonnelFROM :   
C/HRPS

SUBJECT : Weekly Activities Report

1.  an OP retirement consultant, reviewed the initial HRPS efforts to model the impact of recently proposed changes in Federal Retirement Programs.  endorsed the work already completed as well as additional work proposed by HRPS. It is hoped that additional modifications can be completed for review this week.

2. HRPS met with  the DDO Personnel Officer, to discuss the prospects of mutual support in developing a systematic procedure for determining DDO Career Trainee requirements. Both HRPS and  have been gathering similar data, and it was agreed that HRPS would be working on methodology while  would be refining DDO requirements. HRPS hopes to have a working procedure ready for critique within two weeks.

3. A model was developed for OC which displayed their anticipated manpower requirements through calendar year 1983. The model was requested by OC to ensure that the data they had developed was generally consistent with OP forecasts.

4. HRPS met with representatives from DDS&T/Admin and DD/OP/R&P to discuss current hiring constraints facing the DDS&T. As a result of the meeting, it was understood that OP/SPD would curtail DDS&T hiring and transfer-in approvals pending the result of a DDS&T appeal to O/COMP for FTP relief.

5. At the request of SPD/CSB, HRPS developed a forecast of FY-83 clerical attrition. The estimate was based on FY-83 clerical attrition experienced through April 1983. Rate was projected through the rest of the fiscal year, and showed a surprising reduction of about 40% from the rate experienced for clerical employees in FY-82. The projected FY-83 clerical attrition rate is just under 11%.

6. Work has been completed on a model of the projected age distribution of DDA/OS professionals. The report, showing the age dynamics of 0% growth and a steady 2% growth rate, ~~will be provided to OS this week.~~

**A WRITTEN REPORT.**

**HAS BEEN**

**IN A BRIEFING AND**

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7. Continued projects designed to:

- a. Model FY-84 Agency recruitment needs.
- b. Evaluate the overall CT requirements for FY-84.
- c. Identify areas of reduced transfer gains for OC.
- d. Determine the cause of anomalies in past attrition patterns.
- e. Review manpower trends of FY-83 through the mid-year HRMIS report.
- f. Support OGC jurimetric requests.



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